

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the PIMA COUNTY/TUCSON WOMEN'S COMMISSION and to the general public that the PIMA COUNTY/TUCSON WOMEN'S COMMISSION Will hold the following meeting which will be open to the public

Pima County/Tucson Women's Commission
EXECUTIVE COMMITTEE MEETING
Wednesday January 9, 2019: 5:30 PM
240 N Court Ave Tucson, Arizona 85701

LAR/Approved Minutes

1. **Call to Order** – 5:34pm
2. **Roll Call – Present:** M. Phininzy, (Chair); A. Sykes, (Assistant Treasurer); B. Smith, (Treasurer); A. Hernandez, (Secretary) arrived at 6pm. **Absent:** A. Monroy (Vice-Chair).
3. **Public Comment – Call to the Audience**
 - a. Sheila Tobias addressed her concerns to the EC Committee about the building issues.
4. **Review and Approval of Minutes** – Alma Hernandez
 - a. The November minutes were not presented at the meetings. They will be reviewed and set for approval during the February EC Meeting.
5. **Treasurer's Report** – Brandi Smith
 - a. Budget – Phininzy made a motion to accept the budget as presented, Sykes seconded the motion. MOTION PASSED.
 - b. Taxes – Smith has the 2019 schedule. Taxes are due on 3/1/19.
 - c. Fundraiser – Elizabeth Woods, Community Relations and Events Manager with Kendra Scott is interested in partnering with the Commission to help support our cause through providing donations for our events and their in-store fundraising opportunities called Kendra Gives Back Parties! We will see if they would like to come to ta FC meeting to talk about how they would like to partner with us.
6. **Business/Updates**
 - a. Building Maintenance and Repairs
 1. Updates from previous meeting
 - Sykes is meeting with the key company to re-key the building in the coming week.
 - Sykes will do some follow up research to find a property manager.
 - Tobias is unable to support the commission with the building maintenance but will support the commission by reaching out to a colleague to take pictures of the vacant office and get advertisement to lease those offices.
 - b. Lease – The lease will be addressed during the February EC meeting
 - c. Annual Report – The Annual Report is still in draft form and will be reviewed

during the February EC meeting.

- d. Strategic Plan – The plan is still in draft form. During the Full Commission meeting the action steps will be finalized. Then, in February FC meeting the final plan will be done. Additionally, time will be imbedded during the FC meeting to allow committees to meet and work on planning their events.
- e. Tucson Women's March – the event organizer reached out to the Chair, Phininzy to see if the commission would like to participate and have a table at the event. This will be brought up to the FC to decide level of involvement.
- f. ERA – M. Phininzy will contact them to find out when they are meeting and what involvement or role the Commission can support.

7. **Upcoming Events**

- a. Full Commission Meeting, January 16, 2019 at 5:30pm
 - b. Tucson Women's March, January 20, 2019, 10am – 2pm at Jacome Plaza 101 N Stone Ave.
8. Adjournment – 6:52pm.

**Persons with a disability may request reasonable accommodation by contacting the PC/TWC at (520) 624-8318. Request should be made at least 48 hours before the scheduled meeting to allow time to arrange the accommodation.*